

# **Manufactured Home Advisory Board**

## **Minutes**

### **February 9, 2006**

*Note: The following report is not intended to be a verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.*

Vice-Chairman Jerry Inouye called the meeting of the Manufactured Home Advisory Board to order at 9:30 a.m. on February 9, 2006. The meeting was held at the Division of Building Safety in Meridian, Idaho. Those attending were:

BOARD MEMBERS: Art Baltzor  
Jerry Inouye  
Dan Hathaway  
Todd Ritter

EXCUSED MEMBER: Jack Tibesar

DBS STAFF MEMBERS: John A. McAllister, Administrator  
Marsi Woody, Deputy Administrator  
Jack Rayne, Building Bureau Chief  
Kay Christensen, Deputy Attorney General  
Emma Hoffman, Building Bureau

OTHERS PRESENT: Gub Mix, IMHA Executive Director Jack Lyman, IMHA  
Doug Strunk, TJT, Inc Paul Pusey, IMHA

Gub Mix announced effective the end of September he and Paul Pusey will be retiring.

#### **MINUTES**

**MOTION** - Dan Hathaway moved the August 25, 2005 minutes be approved as written. Todd Ritter seconded and the motion passed. The board was informed that in the future all minutes mailed out prior to being read and approved by the board, will be in draft form.

#### **CORRESPONDENCE**

Jack Rayne reported receiving the following correspondence and stated these letters will be addressed later on the agenda.

- 1) December 4, 2005 – Received a copy of a letter from Gub Mix to IMHA member retailers regarding proposed changes to Idaho's manufactured housing dealer licensing requirements.
- 2) December 23, 2005 - Received a letter from Gub Mix listing the 2006 continuing education class schedule.

Mr. Rayne said he had called HUD in Washington DC regarding the time lines for the dispute resolution program rules. Unofficially, the rules won't be finalized until sometime in the fall of 2006. He said, until the state of Idaho knows what HUD's dispute resolution program is, there is no need to try to certify an Idaho program in an attempt to satisfy HUD. Following the publication of HUD's final rule, a final analysis will be made of Idaho's draft and a dispute resolution program certification will be mailed to HUD for approval.

Gub Mix stated a draft for the new installation standard should be ready in March or April with an effective date of May or June. There are two items to be considered in order to conform to the federal mandate. He recommended to the board and DBS that they not be too concerned with the language in the final federal drafts of either the dispute resolution or the installation standard. He suggested to continue doing what the state is doing and let HUD respond back to the state and then react accordingly.

### **FINANCIAL REPORT**

**MOTION** - Mr. Rayne reported a balance of \$29,242.78 as of November 30, 2005. Todd Ritter moved to approve the report. Dan Hathaway seconded and the motion passed.

### **OLD BUSINESS**

Gub Mix handed out and reviewed a new proposal changing the current dealer licensing into two new categories. He said this proposal had been through the IMHA board three times and this is the third time to be returned to this board. It has now been approved by the IMHA board with unanimous approval to move forward in the 2007 legislative session, if this board chooses to do so. Following discussion, Kay Christensen suggested the board allow the industry to pursue the legislation. Mr. Mix said it was always the intent of IMHA to carry the bill with the support of the division board. In response to his request, Kay said she would draft proposed legislative language.

**MOTION** - Todd Ritter moved to agree to the concept that has been proposed and start working on a draft for legislation. Dan Hathaway seconded and the motion passed.

### **NEW BUSINESS**

Jack Rayne referred to a 1994 rule which requires initial 8 hour education training. He said the board may want to consider a rule to remove this.

Mr. Mix announced the following dates and locations have been reserved for the 2006 manufactured continuing education classes:

Tuesday, October 24<sup>th</sup> at the Holiday Inn in Pocatello  
Wednesday, October 25<sup>th</sup> at the Hampton Inn in Twin Falls  
Thursday, October 26<sup>th</sup> at the Nampa Civic Center in Nampa  
Wednesday, November 8<sup>th</sup> at the Red Lion Hotel in Lewiston  
Thursday, November 9<sup>th</sup> at the Coeur d'Alene Inn in Coeur d'Alene

He said every year several requests for scheduling the classes later are included on the evaluation forms and perhaps this should be a consideration for the 2007 class schedule. Topics requested for the coming year included, on-site visual installation presentation, seismic design foundations, rehabilitation process, raised roofs, energy star, snow loads, and a video of factory construction process. Jack Rayne will contact Jack Walker and inquire regarding his video on installation. Mr. Mix said he has access to a video of factory construction of a manufactured home.

The next meeting will be held on Wednesday, June 28, 2006 beginning at 9:30 a.m.

**MOTION** - Todd Ritter moved to adjourn. Dan Hathaway seconded and the meeting adjourned at 12:20 p.m.

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Jack Rayne, Building Bureau Chief

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Date

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John A. McAllister, Administrator  
Division of Building Safety

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Date

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Jack Tibesar, Chairman  
Manufactured Housing Board

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Date

**February 9, 2006 MFG HOUSING BOARD MEETING  
ACTION SUMMARY**

- 1) Kay Christensen will write a draft for the proposed legislation.
- 2) Jack Rayne will contact Jack Walker regarding the use of his installation video for the 2006 continuing education classes.
- 3) Gub Mix will check on the accessibility of a video of a factory construction of a manufactured home to be used for the 2006 continuing education classes.